

## **Article I**

### Section I: Name

This organization shall be known as the Salt Lake EMS District Interhospital/EMS Council.

### Section II: Purpose

The object and purposes of this organization are to maintain, promote, extend, and protect the interests of Emergency Medical Services in the Greater Salt Lake Area. And pursuant to such objects and purposes to establish and promote cooperation among the EMS participants in the areas of communications, interdepartmental relations and operations, and to establish protocols and standards or practices in EMS services.

## **Article II Membership**

### Section I: Voting Membership

Active voting membership will consist of:

- 1 Physician from each Emergency Department
- 1 Physician Advisor from each provider agency
- 1 Liaison or Head Nurse from each Emergency Department
- 1 Representative from each provider agency

Also included are representatives from EMS Professional Associations. Voting membership in the Interhospital Council may be petitioned by any Agency or Association involved in Emergency Medical Services upon approval of the Council. Voting membership may be withdrawn by a similar vote.

In that this organization will be an open forum for the subject of EMS service within the Greater Salt Lake Area, any interested persons may attend the meetings for the purpose of joining the discussion of pertinent issues.

## **Article III Election and Duties of Officers**

### **Section I: Chairperson**

It shall be the duty of the Chairperson to preside at all meetings of the Council, to enforce a due observance of the Bylaws, offer for consideration all motions regularly made, call for special meetings, appoint subcommittees, decide points of order, and perform all other duties incidental to that office.

### **Section II: Election of Officers**

The Chairperson and Vice-Chairperson will be nominated from the voting membership of the Council. The term of office shall be two years.

## **Article IV Meetings**

### **Section I: Interhospital Council**

The Interhospital/EMS Council shall meet on the third Tuesday of odd numbered months. Meetings may be cancelled by the Chairperson.

At any regular meeting of the Council, the presence of (7) voting members and the Chairperson or Vice-Chairperson shall constitute a quorum. For the transaction of business *and voting* a quorum shall be present.

## **Article V Voting Procedures**

### **Section I: Procedure**

All voting members may cast only one vote on any given issue regardless of multiple affiliations. All matters brought before the Council require simple majority approval of all voting members present.

## **Article VI Revision of Bylaws**

Motions for amendments or revisions to the Bylaws require prior notification agenda items.

## **Appendix A**

The Legislature has established an EMS grants program for the purpose of improving the statewide delivery of Emergency Medical Services. This program is administered by

the Bureau of Emergency Medical Services, Utah Department of Health with rules established by the State Emergency Medical Services Committee.

Grant guidelines provide specific information relevant to the grant application process, scheduling, matching funds requirements and other special conditions.

Any agency or political subdivision of local or state government or incorporated non-profit entity may apply for funding. Application forms are available at the Bureau of Emergency Medical Services, 288 North 1460 West, or P.O. Box 16990, Salt Lake City, Utah 84116-0990; phone number: 538-6435

#### **I. DELIVERY OF APPLICATION:**

1. Copy of application is delivered in person to the Chairman of the Salt Lake EMS/Interhospital District Council by the date specified in the grant application guidelines.
2. A receipt for the application will be given to the applicant by the Chairman or his/her agent.
  - a. Signed by the Chairman or Agent
  - b. Indicate date and time received
3. A certified letter will be sent to the applicant indicating the date and time of application receipt. A date and time at which a formal presentation must be made to the Council will be provided.
4. If notification via certified mail is not received within five (5) business days of delivery, request for notification must be made to the Chairman by the applicant.
5. Only applications duly recorded will be considered in the prioritization process.

## II. PRIORITIZATION OF GRANT APPLICATIONS:

1. The Chairman will provide the voting members with a list of grant applications at the meeting prior to the grant submission deadline. The following will be listed:
  - a. Local agency
  - b. Local agency list prioritization
  - c. Description of local agency grant requests including quantity
  - d. Total cost for each local agency request
2. Grants will be prioritized by the council at the meeting prior to the State submission deadline. **Time** will be allotted for each local agency to justify their grant request.
3. The Chairman will forward the results to the Bureau of Emergency Medical Services, as specified in the Grant Guideline.